



DISLEY PARISH COUNCIL

Sarah Allen *Disley Parish Clerk*


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Councillors are summoned to the Council Meeting to be held on 9th April 2026 at 7pm at Disley Community Centre, SK12 2BB

This meeting will be recorded for ease of minute production.

Signed:  Sarah Allen (Parish Clerk)

Dated: 27th March 2026

1. To receive and approve any Apologies for Absence.
2. To receive any declarations of Disclosable Pecuniary Interests (DPI), Personal Interests or Prejudicial Interests as defined in the Member Code of Conduct.
3. To approve as a correct record the minutes of the Parish Council meeting held on 12th March 2026.
4. To receive comments from members of the public in accordance with guidance provided on the website: [Public-Participation-at-Council-Meetings-11-02-2015.pdf](#).
5. To receive a verbal report from the Chair.
6. To receive Cheshire East Councillor's Report.
7. To note the following Cheshire East consultations and to consider if Disley Parish Council will respond:
[Consultations in Cheshire East](#)
 - a) Special Educational Needs and Disabilities (SEND) Surveys 2026. Closes 4th May 2026.
 - b) Draft Rights of Way Improvement Plan 2026-36 Consultation. Closes 24th May 2026.
8. To receive a verbal update from the Health & Wellbeing project group meeting on 9th April.
9. **Finance**
 - a) Retrospective approval of payment approval list 23.03.26 with powers.
 - b) To approve the re-investment of £70,000 of the balance of £80,022.39 of savings in a Cambridge & Counties Easy Access Account with a gross (Annual) interest of 0.50% to a Cambridge & Counties fixed rate business bond with an interest rate of 4.05% gross/AER fixed.
 - c) To appoint a councillor to check and sign the March bank reconciliation.
10. To note updates of the projects groups.

11. To note the application by St Mary's Parochial Church Council for a community grant and agree actions.

12. To readopt the Councillor Code of Conduct

13. To adopt the NALC model Equality and Diversity Policy

14. To note the communication report provided by Cllr Brinnand.

15. To approve entering into a new lease for a replacement machine.

16. To consider the following planning applications received.

Reference	Address	Details	COMMENTS
26/0967/HOUS	18 Jacksons Edge Road, Disley SK12 2JE	Excavation of raised ground level adjacent to dwelling to form new parking space with stone faced retaining walls.	Deadline 14/04/26

DECISIONS	Address	Details	COMMENTS
25/4549/HOUS	6 Sherbrooke Road, Disley SK12 2ED	Two storey extension over existing rear extension and single storey rear extension.	Granted with 3 conditions
26/0360/HOUS	5 Coppice Avenue, Disley SK12 2LS	Proposed front extension and canopy/roof to front with elevation treatments and side window.	Granted with 3 conditions

Exclusion of Press & Public

To resolve that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

Co-option

- a) To consider an application for co-option from a resident who meets the eligibility requirements for parish councillors under section 79 of the Local Government Act 1972 and is not disqualified under section 80 of the same Act, in accordance with section 87(2) of the Act in circumstances where a by-election has not been called.
- b) To agree further actions to be taken.

3.



DISLEY PARISH COUNCIL

Disley Parish Council Meeting Minutes 12th March 2026 at 7pm at Disley Community Centre, SK12 2BB

Present

Cllrs: Pattison, Adams, Bull, Windsor, Brinnand.

Officer in attendance

S. Allen

1. Apologies

Apologies were received from Cllr Scale.

2. Declarations of Interest

Cllr Brinnand declared a personal interest in Agenda Item 18 – Deterioration of the empty property formally occupied by NatWest and contributed to the discussion.

No other interests were declared.

3. The minutes of the meeting held on 12th February 2026 were **APPROVED** and **SIGNED** as a correct record.

4. Public Participation

The Chair welcomed the members of the public and introductions were made.

Public Participation A resident of Chantry Road raised concerns regarding winter gritting on the road. The resident explained that during periods of snow in the past couple of years, the roads had not been gritted and that they had personally undertaken gritting along Chantry Road to enable vehicles and pedestrians to pass safely. The resident asked whether the Parish Council could consider providing funds or making arrangements for gritting on these roads during severe weather.

Members noted that this issue had previously been raised with Cheshire East Council, which is responsible for highway gritting. It was acknowledged that the Parish Council has limited resources to provide gritting services directly. Councillors suggested that residents could raise the matter collectively with Cheshire East Council and that the Parish Council could support renewed representations to the authority regarding the inclusion of additional roads within the gritting programme.

The Chair thanked the resident for their comments and for their efforts in assisting with gritting during adverse weather.

A second Disley resident, who had recently moved to the area, raised concerns about pedestrian safety alongside the A6, particularly during the school run for pupils attending Disley Primary School. The resident reported difficulty crossing the road safely with children and noted concerns about traffic speed, heavy goods vehicles, limited visibility of signage, and the lack of a school crossing patrol.

Councillors acknowledged that traffic safety along the A6 has been raised previously and confirmed that matters relating to speed limits, traffic lights, signage and enforcement fall under the responsibility of Cheshire East Council as the highway authority. Members agreed that the concerns raised were important and indicated that the Parish Council would continue to raise safety concerns with Cheshire East Council where appropriate. It was agreed that a small group of residents would try to meet with a representative from the highways authority to walk the route, discuss potential safety improvements, and provide evidence from parents and community members to support any interventions. Residents were encouraged to continue documenting incidents, submitting individual reports, and collecting photographic evidence to strengthen any proposals.

The Chair thanked the resident for their comments.

Two further residents reported frequent issues with lorries and heavy vehicles using local roads. Concerns included vehicles exceeding weight limits and speeding. One member of the public told that she feels she can no longer walk her children down to the primary school as she feels that it is too dangerous so now drives. Other examples were given of aggressive driving, including near-miss incidents when residents attempted to reverse onto drives, and situations where large vehicles blocked narrow roads, leaving little or no room for other traffic.

The residents informed Councillors that they had contacted haulage companies involved and reported to the police. The use of photographic evidence and detailed records was highlighted as a means of building a strong case for enforcement. Councillors noted that enforcement of vehicle weights, speed limits, and traffic regulations is the responsibility of Cheshire East Council and the local police.

Discussion included the potential use of ANPR cameras to identify overweight and speeding vehicles. Councillors encouraged the residents to continue recording incidents and to coordinate with neighbours.

Councillors thanked the members of the public for their comments.

Action from public participation: Cllr Adams to contact the Highways Department.

Clerk to schedule in removal of foliage from road signs.

5. Chair's Report

The Chair highlighted recent work undertaken by the Disley Parish Council Rangers which they have completed in the local area. Members expressed appreciation for the efforts of the Rangers in improving the appearance and safety of pavements.

The Chair acknowledged that some of this work had been pending for several years as it was within the Cheshire East Council remit and noted the positive feedback from Disley residents, including increased uptake of new residents joining the DPC Facebook page.

In addition, the Chair acknowledged and thanked the community centre based staff for the ongoing work behind the scenes.

The Chair thanked all staff for their commitment and hard work.

6. The Cheshire East Councillor's report was **RECEIVED**. Cllr Adams provided a brief verbal update in regard to the outstanding amount of money from the Cheshire East Board Member allowance. This equates to £5,000 or as much as £9,000 dependant on the outcome of current projects. Council agreed to think about the best way to use this money and inform Cllr Adams at a later date.
7. The Draft Publication Scheme was **NOTED**. It was **AGREED** that it be published on the Council's website for public information, clearly marked as 'Draft - pending formal adoption'.
8. The Disley Parish Council **CONSIDERED** the Tree Management Policy. It was **RESOLVED** to adopt the policy subject to one amendment in Section 2.
9. The Health and Wellbeing minutes dated 19th February 2026 were **NOTED**.
10. The updates for the project group were **NOTED**.
11. It was **NOTED** that the agenda for the council meeting on the 9th April will be sent out on the 27th March due to staff holidays.
12. The Chair provided a verbal report about the Disley Meadow licensing committee hearing held at Macclesfield Town Hall on Thursday 12th March. CE Cllr Sue Adams and Disley Parish Cllr Jackie Pattison attended the hearing.
The application was for a premises licence to provide the following licensable activities - Live Music, Recorded Music & Supply of Alcohol Monday, Friday, Saturday & Sunday 12.00 - 00.00 in respect of the premises known as Disley Meadow.

CEC received 45 objections. Key issues raised included vehicular access including access for emergency vehicles, parking, excessive noise, event capacity, public safety and public nuisance. Overall, councillors felt the committee hearing process was fair with the applicant and objectors having opportunity to comment. The licensing authority is expected to issue its decision within five days of the hearing.
13. The Chair provided a verbal report in regard to the Section 106 funds. The Chair confirmed that the Principal Planning Obligations Officer had confirmed that she had instructed the legal department to prepare a transfer agreement of the S106 funds. Additionally, Cllr Pattison and Windsor have been in touch

with the playground equipment provider in regard to the broken climbing frame at Newtown playground. A costing has been received and the plan is to include the replacement in the agreed project.

14. Cllr Brinnand provided an update on a local business group, Disley Traders, who's aim is to increase footfall and support village businesses. The group currently includes around 40 businesses and is developing a website featuring a business directory, promotions, and events, expected to go live in April. They plan to introduce a yearly calendar of themed events to encourage customer visits, building on existing seasonal events such as Christmas and Halloween. The group has been proactive, and ongoing engagement with them is expected to support village business promotion and economic growth.
15. Cllr Brinnand provided an update on the local Post Office. The Post Office is now fully managing the recruitment process for the premises, including applications, business plans, interviews, and shortlisting. The council has no direct influence over the selection but has maintained engagement to ensure a sustainable solution that meets village needs. Interest in the vacancy is positive, with several experienced candidates applying. The councillor highlighted ongoing considerations regarding rental rates and business sustainability. The closing date for applications is 26th August. Overall, the Post Office is committed to maintaining a permanent presence in the village.
16. A discussion took place regarding the dates provided by PC Kelly. It was **AGREED** that 17th April, between 12.00 pm and 1.00 pm, was suitable for the majority of councillors.
Action: Clerk to contact PC Kelly to confirm the arrangement.
17. It was **NOTED** that the village litter pick will take place on 28th March 2026, and that certain councillors and staff have confirmed attendance.
18. Concerns were raised regarding the condition of empty property, formally the NatWest bank, including overgrown vegetation, large trees, unsecured access, and possible rodent infestation. Safety issues relating to the drainage ditch were also noted. It was **AGREED** that the council would write to the property owner seeking clarification of their intentions for the site and requesting that the issues raised be addressed.
19. The email from the Allotment Association was **NOTED**.
Action: Clerk to contact the National Allotment Society for advice.
20. **Finance**
 - a) The payment approval list dated 23rd February 2026, with financial powers, was retrospectively **APPROVED**.
 - b) The payment approval list dated 5th March, with financial powers was **APPROVED**.
 - c) It was **NOTED** that the bank reconciliation for January 2026 and February 2026 was signed by Cllr Windsor on 6th March 2026.
 - d) The Financial Budget comparison for the period 1st April 2025 to 31st January 2026 was **APPROVED**.
 - e) The transfer of £9,000 from the Cambridge and Counties savings account was **APPROVED**.
 - f) It was **NOTED** that the schedule of payments over £500 has been published on the website as required.
21. Members **RESOLVED** to defer consideration of the co-option application to a future meeting.

22.

Reference	Address	Details	COMMENTS
26/0414/HOUS	3 Coppice Avenue, Disley SK12 2LS	Proposed two storey side extension, single storey rear extension and addition of front porch	Deadline 02/03/2026 – extension to 16/03/2026 requested No Objection
26/0261/HOUS	36 Buxton Road West, Disley SK12 2LY	2 storey front extension	Deadline 13/03/2026 – extension to 16/03/2026 requested No Objection
26/0529/HOUS	80 Duddy Road, Disley SK12 2GB	Two storey side extension with single storey rear	Deadline 12/03/2026 – extension to 16/03/2026 requested No Objection
26/0677/HOUS	34 Buxton Road West, Disley SK12 2LY	Proposed detached garage with roller door and front gate	Deadline 16/03/2026 No Objection
26/0795/PRIOR-3MA	15 Buxton Road, Disley SK12 2DZ	Prior approval change of use from Shop (Class E) to a Single Dwelling House (Class C3)	Deadline 25/03/2026 No Comment
DECISIONS			
25/3561/HOUS	34 Jacksons Edge Road, Disley, SK12 2JL	New second storey above existing bungalow, with single storey side, infill extension.	Granted with 3 conditions
25/3626/FUL	4 Hilton Road, Disley SK12 2JU	1 new dwelling	Granted with 9 conditions
25/4488/HOUS	25 Chantry Road, Disley SK12 2BE	Two storey side extension over existing garage, single storey rear extension, front porch and part garage conversion.	Granted with 3 conditions
25/4548/HOUS	13 Overdale Road, Disley SK12 2RJ	Single storey extension	Granted with 3 conditions

23. Meeting closed at 21:25

6.

Cheshire East Councillor Report March 2026 for Disley Parish Council

Summary of Issues Raised by Residents 1-26 March 2026

Bin Collections	8
Planning	1
Environmental Health	1
Housing	1
Highways	10
Highways Improvements	1
Disley Meadow	2
Other	6
Total	30

Highways

I have been notified of a road closure on Buxton Road West from 13th to 18th April between Buxton Old Road and just before Dartnall Close. These works will take place at night between 7pm and 6am. The closure is necessary to undertake carriageway pre-patching works. This is in preparation for the surface-dressing programme to be carried out later this year.

The estimated finish date for completion of works on the B5470 Whaley Bridge to Macclesfield road has been extended to early Summer 2026. During excavation on both sides of the embankment, long-standing and previously hidden defects were discovered and recent weather has also slowed progress.

Jetting of gullies on Hollinwood Road was only partially successful. A big thank you to Cllr Paul Bull and Disley Parish Council for assistance in clearing Hollinwood Road of parked cars.

Subsequently, a site meeting took place with members of Cheshire East Drainage Team on 25th March to look at long-standing drainage problems on Hollinwood Road. A detailed plan was discussed to deal with the various issues identified. This meeting was extremely positive. Thank you to Cheshire East Drainage Team and Cllr Paul Bull.

To facilitate clearing of blocked gulleys on Jacksons Edge Road, Buxton Old Road and Buxton Road (A6), parked cars will need to be moved out of the way when requested. Please help us to help you. If the cars are blocking the road when the gully cleaner arrives, the gulleys will remain blocked! We cannot afford to waste scarce resources.

I review a weekly report of all items logged on traCE for Disley ward. I have recently chased up the repair of potholes on Dane Bank Drive and Hilton Road.

It would be helpful if residents could continue to report blocked gulleys, potholes and any other highways issues on traCE. This is the replacement for Fix My Street in Cheshire East.

There is a lot more work needed to bring roads in Disley and Newtown up to an acceptable standard, and I shall continue to pursue this work on behalf of residents. However, we are definitely making progress.

Bin Collections

The standard of service received by some residents in recent weeks has been unacceptable, with particular problems at Newtown and Crabtree Court. Storey Road, Duddy Road, Peveril Gardens and Buxton Road have all been impacted. Collections in Newtown have also been affected by the roadworks at The Swan traffic lights (Derbyshire County Council).

I have made it quite clear to Cheshire East that improvements are required.

Disley Meadow

I attended the hearing of the Licensing Sub-Committee dealing with the Premises Licence Application for Disley Meadow on Thursday 12th March at Macclesfield Town Hall. The licence was granted with restrictions.

Pedestrian Safety

At the March meeting of Disley Parish Council, residents requested a visit by Cheshire East Highways to look at concerns about pedestrian safety in the village for children.

I am pleased to report that the Road Safety Team Leader has agreed to come to Disley. A date for his visit will be arranged shortly.

Greater Manchester Transport Delivery Plan

I have submitted the following response to the consultation:

Disley is located adjacent to Greater Manchester and the High Peak, Derbyshire, and most of the in excess of 20,000 vehicles travelling through Disley and Newtown along the A6 each day will be entering or leaving Greater Manchester.

I am very supportive of the Greater Manchester Delivery Plan's aspiration for 50% of all journeys to be made by walking, wheeling, cycling and public transport. This will be good for the environment and will support improved health outcomes for residents. It will assist in working towards a more sustainable future for our communities.

Bus Services

The 199 bus service which runs from Buxton to Manchester Airport via Disley and Stockport is a valuable service for communities along the A6. In addition, consideration should be given to the introduction of a circular route joining Hazel Grove, High Lane, Disley, New Mills Newtown, New Mills Central, Marple, Hazel Grove. There is also a need for Disley residents to be able to access services in Poynton. The lack of a direct bus service to Poynton severely penalises the old and the young in our community and anyone else who does not have access to a car. Some Disley residents need to access GP services in New Mills, and the nearest swimming pool is at New Mills Leisure Centre. Transport is frequently cited as a barrier to accessing services in Cheshire East by Disley residents. There is a need for joined up thinking on public transport in Cheshire East, High Peak and Stockport. This would benefit residents in all three areas.

Train Services

To persuade more people to travel by train instead of using their cars, there needs to be two trains per hour for most of the day between Manchester Piccadilly and Buxton. Fares need to be reduced and there needs to be consistent pricing along the whole of the line which incentivises people to get on the train at their local station. The Greater Manchester fare structure and ticketing arrangements need to be extended as far as Buxton. Parking arrangements at stations need to be reviewed to reduce the number of people driving to Hazel Grove or Marple for more frequent services and free parking. Free parking at Disley station would also reduce the amount of on street parking in Disley village.

Cycling

The cycle lane on the A6 is only advisory and is unsafe for cyclists and motorists. Ideally, a safe cycle path should be created to link Disley with the A555 cycle path. A cycle path alongside the railway line could be a possible solution.

A6 Bypass of High Lane and Disley

The proposed route for the bypass in the delivery plan is between the A6 and the B6101. This would require bridges over three railway lines, the River Goyt and the Peak Forest Canal.

This would be expensive, complex and there would be enormous environmental damage to the area along the banks of the River Goyt which is a haven for a wide variety of wildlife. This area is also a flood plain, with regular flooding issues being experienced on the B6101 Strines Road. There is a nature reserve at Mousley Bottom. The area is part of a chain of woodlands and paths along the valley. This is a very popular walking area for both residents and the many visitors to the area. The introduction of a major road in this location would be highly intrusive and destroy the enjoyment of nature for the many people walking the well-used paths along the canals and through woodland. The outstanding views of the area from higher ground will be severely damaged for ever.

I am very concerned that the map shows the bypass meeting the existing A6 between Disley and Newtown. This would split Disley ward into two parts and create a physical barrier between the two areas. This makes no sense as it will lead to massive congestion through Newtown and Furness Vale to the end of the Chapel-en-le-Frith bypass near Whaley Bridge.

There was previously an A6 Corridor Group consisting of representatives from Stockport MBC, Cheshire East Council, Derbyshire County Council, High Peak Borough Council and Transport for Greater Manchester. I suggest that this group is re-established to consider the issues relating to any bypass proposal. The consequences are substantial for communities in High Lane, Disley, Newtown, New Mills and villages along the A6 in the High Peak. Elected representatives from all the affected communities should be included in any discussions at an early stage.

Sue Adams

26th March 2026.

9a.

Disley Parish Council

Expenditure transactions - approval list

Start of year 01/04/25

Payment approval list 23.03.26

No	Payment Reference	Gross	Heading	Invoice date	Details	Payment Reference Total
3429	BACS/1603 26/PAYPAL	£118.88		10/03/26	PAYPAL - Debit Card Account - PayPal replenishment February 2026	£118.88
	1	£27.65	225/6		Councillor emails 24/01/26 - 23/02/26	
	2	£16.95	225/17		Website hosting 25/02/26 - 25/03/26	
	3	£24.80	225/6		Microsoft - sub charges - 24/01/26 - 23/02/26	
	4	£31.49	400/3		Extension lead	
	5	£17.99	220/4		Waterproof overtrousers	
3430	Not applicable	£1,086.47	400/6	12/03/26	SSE Swalec - Write off opening transactions	£1,086.47
3432	DD/160326/ ALLSTAR	£116.24		16/03/26	Allstar - Fuel for community bus	£116.24
	1	£116.24	300/1		Fuel for community bus	
3433	DD/130326/ SIEMENS	£147.34	225/5	13/03/26	Siemens Financial Services - Photocopier lease rental - 12/03/26 to 11/06/26	£147.34
3434	DD/120326/ BT	£202.16	225/2	12/03/26	British Telecommunications Plc - Telephone service - 01663 762726	£202.16
3435	DD/090326/ WATERP	£2.14	240	09/03/26	United Utilities/Waterplus - Hagg Bank allotment - 15.01.26 - 14.02.26	£2.14
3436	BACS/2703 26/ALLEN	£26.44		18/03/26	Sarah Allen - Drain rod set and light bulbs	£26.44
	1	£17.95	260		Drain rod set	
	2	£8.49	400/3		Light bulbs	
3437	BACS/2703 26/ADAMS	£147.35	300/10	11/03/26	Cllr. Sue Adams - Thank you meal for 8 volunteer bus drivers	£147.35
3438	BACS/2703 26/CHALC	£35.00	220/3	19/03/26	ChALC (Cheshire Association of Local Councils) - Finance for councillors - Windsor	£35.00
3439	BACS/2703 26/SHIRES	£72.00	220/5	17/03/26	Shires Pay Services Ltd - Submission of pension redeclaration to the Pensions Regulator	£72.00
3440	BACS/2703 26/WRIGH T	£66.00	260	19/02/26	Wright Hire (Equipment Hire Service) Limited - Petrol power wash hire	£66.00
3441	BACS/2703 26/NPOWE R	£72.51	600/3	04/03/26	Npower Business Solutions - Christmas Tree Lighting 01/03/25 - 28/02/26	£72.51
3442	BACS/2703 26/CLEARI NS	£4,323.26		18/03/26	Clear Insurance Management Ltd - Annual insurance renewals - 01/04/26 - 31/03/27	£4,323.26
	1	£1,000.00	400/2		Community Centre insurance	
	2	£3,323.26	225/15		General insurances	
3443	DD/190326/ EDFGAS	£457.99	400/5	19/03/26	EDF Energy - Gas charges for period 04/02/26 - 02/03/26	£457.99

Signature _____

Signature _____

Date _____

Disley Parish Council

Expenditure transactions - approval list

Start of year 01/04/25

Payment approval list 23.03.26

No	Payment Reference	Gross	Heading	Invoice date	Details	Payment Reference Total
3444	DD/200326/ EDFE	£656.77	400/6	20/03/26	EDF Energy - Electricity - 04/02/26 - 02/03/26	£656.77
		£12,115.49			Salaries & Wages	
Total		£19,646.04				

Signature _____

Signature _____

Date _____

Payment Powers 05.03.26

NO	ITEM	POWER	EXPLANATION
3429	<p>PayPal replenishment</p> <p>1. Councillor emails</p> <p>2. Website hosting</p> <p>3. Sub charges</p> <p>4. Extension lead</p> <p>5. Overtrousers</p>	<p>1/2/3. Local Government Act 1972, s.142 supported by Local Government Act 1972 s.111</p> <p>4. LGA 1972 s.133 supported by s.111)</p> <p>Health & Safety at Work etc. Act 1974/ LGA 1972, s112</p>	<p>1/2/3. Enables the council to publish information and communicate with residents.</p> <p>4. LGA 1972, s.133 (provision and maintenance of community buildings), supported by s.111 which allows a parish council to spend money on anything necessary to carry out its duties</p> <p>Purchase of personal protective equipment to ensure staff safety while carrying out council duties. Workwear provided as part of employment conditions.</p>
3430	SSE Swalec	Not applicable. Write off.	
3432	Fuel for community bus	Local Government and Rating Act 1997	The council may contribute to or provide fuel for the community transport service under the Local Government and Rating Act 1997 (powers for community transport schemes) together with section 111 of the Local Government Act 1972 incidental powers .
3433	Photocopier lease	LGA 1972 s.133 supported by LGA s.111	The council may provide, maintain and equip council offices supported by s.111, incidental expenditure necessary to discharge council functions.
3434	Telephone charges	LGA s.111	To provide the necessary administrative resources for council staff to carry out statutory duties.
3435	Water to allotment	LGA 1972 and the Small Holdings and Allotments Act 1908	Parish councils have the power to provide and maintain allotments for the residents of the parish.
3436	<p>1. Drain Rods</p> <p>2. Light bulbs</p>	Local Government Act 1972, s.133 supported by s.111	The Parish Council may purchase drain rods as part of the provision, maintenance, and upkeep of its community buildings, supported by s.111 which permits incidental expenditure necessary to discharge council functions.
3437	Annual meal for volunteer bus drivers	Local Government Act 1972, s.111	To recognise and support volunteers who contribute to the delivery of the council's community transport service, as permitted under the council's incidental powers.
3438	ChALC Cllr finance training	Local Government Act 1972, S.111	To ensure councillors have the necessary knowledge and skills to discharge their statutory financial responsibilities effectively.
3439	Payroll services	LGA 1972, s. 112 supported by s.111	To meet the council's employer and payroll administration responsibilities.
3440	Equipment hire	LGA 1972, s. 133 supported by s.111	To support the maintenance and upkeep of council property, as permitted under s.133 and incidental powers under s.111.

3441	Christmas tree lighting	LGA 1972, s.144	To support community festive lighting and associated electricity costs.
3442	1. Community Centre insurance 2. General insurance	LGA 1972, s.133 supported by s.111	To provide and maintain community buildings, supported by incidental powers under s.111.
3443	Gas	Local Government Act 1972 s.133 supported by s.111.	To support the operation and maintenance of council property.
3444	Electricity	Local Government Act 1972 s.133 supported by s. 111	To enable the operation and maintenance of the council's offices and meeting place.

Signed:

Dated:

Cambridge & Counties Fixed Rate Business Bond

The information provided in the summary box below sets out the key features of the savings account. For full details, please read the terms & conditions that apply to the account.

Summary Box	
Account name	1 year fixed rate business bond issue 90
What is the interest rate?	Where the balance on the account is £20,000 or more, the interest rate will be 4.05% gross/AER fixed. Interest is paid annually. We calculate interest daily and add it to your account on maturity.
Can Cambridge & Counties Bank change the interest rate?	The rate will remain fixed from when your account is opened until the end of the term.
What would the estimated balance be after 12 months based on a £20,000 deposit?	£20,810.00 after 12 months based on a deposit of £20,000. The projection is for illustrative purposes only and does not take into account individual circumstances.
How do I open and manage my account?	<p>Account Opening</p> <ul style="list-style-type: none"> • A minimum deposit of £20,000 must be made with a maximum deposit of £5m. • You may not deposit more than £10m in total across all the accounts you hold with Cambridge & Counties Bank. • The deposit should be made in one payment within five working days of us notifying you of the account number and must come from the organisation's nominated current account with a UK based bank or building society by transfer or cheque. • It's easy to apply for an account using our application form which is available on our website, or you can call us on 0344 225 3939 and we will send you an application form. • We accept applications for this savings account from academy schools (SAT and MAT), charities, credit unions, limited companies and sole traders who are based/incorporated in the UK and where they or any related entities and its owners/controllers, trustees and beneficiaries* are liable to pay tax in the UK only and all individuals named on the account are 18 or over. • We are not able to offer accounts to persons who may be liable to pay tax in other jurisdictions or pension schemes. <p><i>* Please note that this refers to owner beneficiaries of the charity as a legal entity/business, rather than beneficiaries in terms of individuals a charity supports through their philanthropic endeavours.</i></p> <p>Account Management</p> <ul style="list-style-type: none"> • You can manage the account using our online savings service at ccbank.co.uk/online-savings-service, by phone on 0344 225 3939 or by post. <p>Contact</p> <ul style="list-style-type: none"> • To contact us about the account, email savings@ccbank.co.uk, use our online savings service at ccbank.co.uk/online-savings-service or call our UK-based team on 0344 225 3939 who will be available to take your calls between 9am-5pm Monday to Friday, excluding bank holidays.

Terms & Conditions

Can I withdraw money?	<ul style="list-style-type: none">• You cannot make withdrawals or close the account before the end of the term of the bond.• We will write to you, usually in the last 14 days before the end of the fixed rate term, to ask whether you would like the funds to be invested in a new product with us or transferred to your nominated account.• If we do not receive any instructions from you before the term has expired, your account will become easy access on maturity, until we receive an instruction from you.
Additional information	<ul style="list-style-type: none">• The account terms & conditions contains the important information regarding this account. This document can be found on our website, ccbank.co.uk/frbt&c• AER (Annual Equivalent Rate) illustrates what the interest rate would be if the interest is paid and compounded once each year.• Interest is paid gross. It is your responsibility to pay any tax that may be owed to HMRC.• If you are a micro-enterprise which is a business which employs fewer than 10 people and has a turnover or annual balance sheet of no more than €2 million (or its equivalent) or are a charity with an annual income of less than £1m, you can close your account at any point within the first 14 days of the day you receive a copy of your terms & conditions, without penalty.

 ccbank.co.uk  0344 225 3939  info@ccbank.co.uk

 **Cambridge & Counties Bank, Charnwood Court, 5B New Walk, Leicester LE1 6TE**

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DISLEY PARISH COUNCIL

APPLICATION FOR A DISLEY PARISH COUNCIL COMMUNITY GRANT

Disley Parish Council has a modest annual budget for community grants. A number of awards are made each year to support community events and Disley-based voluntary organisations or societies. The criteria for making such awards are based on the following guidelines:

- Bona fide voluntary organisations or societies based in Disley and Newtown with a membership comprising a majority of Disley and Newtown residents;
- Projects, events or programmes that can be shown to benefit our community and that are also sustainable;
- Projects or programmes that will benefit the Parish Council and Disley generally in terms of positive public relations or other appropriate forms of recognition.

The application process will be fair and transparent and the decision of the Parish Council will be final. Applicants will be invited to attend a meeting of Disley Parish Council in order for Councilors to further investigate the application. Failure to comply with such an invitation could result in the application being rejected.

Applicants will be requested to submit a Community Grant Completion Form and failure to complete this will jeopardise any future grant applications.

1. Name and full address of your organisation/society

St Mary's Parochial Church Council
St Mary's Parish Church, Red Lane
Disley, SK12 2NP

2. A brief outline of your organisation's/society's interests, aims and objectives.

Promoting the mission of the Parish Church,
pastoral, evangelistic, social and ecumenical
and also specifically responsible for the
care and maintenance of the Church and
surrounding churchyard/graves.

3. Please provide a brief description of the project, event or programme for which funding is sought, including timescales for its completion.

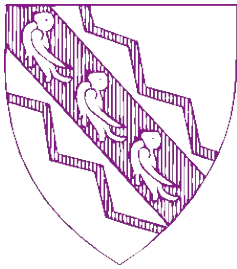
A musical Proms event at St Mary's Church on Saturday 16th May @ 7.0pm. This has become a popular event for the Church and the community.

4. How will this project, event or programme benefit the Disley and Newtown community?

The event is an important part of an annual events programme for St Mary's reaching out and connecting with the wider community to help grow the church for the future and to raise much needed funds.

5. What is the overall cost of the project, event or programme, and how much funding are you seeking from the Parish Council?

Setting up the event, paying for performers etc costs circa £800.



Councillor Code of Conduct

Joint statement

The role of councillor across all tiers of local government is a vital part of our country's system of democracy. It is important that as councillors we can be held accountable and all adopt the behaviors and responsibilities associated with the role. Our conduct as an individual councillor affects the reputation of all councillors. We want the role of councillor to be one that people aspire to. We also want individuals from a range of backgrounds and circumstances to be putting themselves forward to become councillors.

As councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area, taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.

Importantly, we should be able to undertake our role as a councillor without being intimidated, abused, bullied, or threatened by anyone, including the general public.

This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public's trust in local government.

Introduction

The Local Government Association (LGA) has developed this Model Councillor Code of Conduct, in association with key partners and after extensive consultation with the sector, as part of its work on supporting all tiers of local government to continue to aspire to high standards of leadership and performance. It is a template for councils to adopt in whole and/or with local amendments.

All councils are required to have a local Councillor Code of Conduct.

The LGA will undertake an annual review of this Code to ensure it continues to be fit-for-purpose, incorporating advances in technology, social media and changes in legislation. The LGA can also offer support, training and mediation to councils and councillors on the application of the Code and the National Association of Local Councils (NALC) and the county associations of local councils can offer advice and support to town and parish councils.

Definitions

For the purposes of this Code of Conduct, a “councillor” means a member or co-opted member of a local authority or a directly elected mayor. A “co-opted member” is defined in the Localism Act 2011 Section 27(4) as “a person who is not a member of the authority but who

- a) is a member of any committee or sub-committee of the authority, or;
- b) is a member of, and represents the authority on, any joint committee or joint sub-committee of the authority; and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee”.

For the purposes of this Code of Conduct, “local authority” includes county councils, district councils, London borough councils, parish councils, town councils, fire and rescue authorities, police authorities, joint authorities, economic prosperity boards, combined authorities and National Park authorities.

Purpose of the Code of Conduct

The purpose of this Code of Conduct is to assist you, as a councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow councillors, local authority officers and the reputation of local government. It sets out general principles of conduct expected of all councillors and your specific obligations in relation to standards of conduct. The LGA encourages the use of support, training and mediation prior to action being taken using the Code. The fundamental aim of the Code is to create and maintain public confidence in the role of councillor and local government.

General principles of councillor conduct

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, councillors and local authority officers; should uphold the [Seven Principles of Public Life](#), also known as the Nolan Principles.

Building on these principles, the following general principles have been developed specifically for the role of councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and

- I lead by example and act in a way that secures public confidence in the role of councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person
- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

Application of the Code of Conduct

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of councillor or attend your first meeting as a co-opted member and continues to apply to you until you cease to be a councillor.

This Code of Conduct applies to you when you are acting in your capacity as a councillor which may include when:

- you misuse your position as a councillor
- Your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a councillor;

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a councillor.

Your Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from your Monitoring Officer on any matters that may relate to the Code of Conduct. Town and parish councillors are encouraged to seek advice from their Clerk, who may refer matters to the Monitoring Officer.

Standards of councillor conduct

This section sets out your obligations, which are the minimum standards of conduct required of you as a councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included to help explain the reasons for the obligations and how they should be followed.

General Conduct

1. Respect

As a councillor:

1.1 I treat other councillors and members of the public with respect.

1.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in councillors.

In return, you have a right to expect respectful behaviour from the public. If members of the public are being abusive, intimidatory or threatening you are entitled to stop any conversation or interaction in person or online and report them to the local authority, the relevant social media provider or the police. This also applies to fellow councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's councillor-officer protocol.

2. Bullying, harassment and discrimination As a councillor:

2.1 I do not bully any person.

2.2 I do not harass any person.

2.3 I promote equalities and do not discriminate unlawfully against any person.

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

3. Impartiality of officers of the council

As a councillor:

3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

Officers work for the local authority as a whole and must be politically neutral (unless they are political assistants). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, or the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

4. Confidentiality and access to information

As a councillor:

4.1 I do not disclose information:

- a. given to me in confidence by anyone**
- b. acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless**
 - i. I have received the consent of a person authorised to give it;**
 - ii. I am required by law to do so;**
 - iii. the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or**
 - iv. the disclosure is:**
 - 1. reasonable and in the public interest; and**
 - 2. made in good faith and in compliance with the reasonable requirements of the local authority; and**
 - 3. I have consulted the Monitoring Officer prior to its release.**

4.2 I do not improperly use knowledge gained solely as a result of my role as a councillor for the advancement of myself, my friends, my family members, my employer or my business interests.

4.3 I do not prevent anyone from getting information that they are entitled to by law.

Local authorities must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

5. Disrepute

As a councillor:

5.1 I do not bring my role or local authority into disrepute.

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other councillors and/or your local authority and may lower the public's confidence in you or your local authority's ability to discharge your/its functions. For example, behaviour that is considered dishonest and/or deceitful can bring your local authority into disrepute.

You are able to hold the local authority and fellow councillors to account and are able to constructively challenge and express concern about decisions and processes undertaken by the council whilst continuing to adhere to other aspects of this Code of Conduct.

6. Use of position As a councillor:

6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

Your position as a member of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others. However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

7. Use of local authority resources and facilities

As a councillor:

7.1 I do not misuse council resources.

7.2 I will, when using the resources of the local authority or authorising their use by others:

- a. act in accordance with the local authority's requirements; and**
- b. ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.**

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a councillor.

Examples include:

- office support
- stationery
- equipment such as phones, and computers • transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a councillor more effectively and are not to be used for business or personal gain. They should be used in accordance with the purpose for which they have been provided and the local authority's own policies regarding their use.

8. Complying with the Code of Conduct As a

Councillor:

8.1 I undertake Code of Conduct training provided by my local authority.

8.2 I cooperate with any Code of Conduct investigation and/or determination.

8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.

8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

It is extremely important for you as a councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the local authority's processes in handling a complaint you should raise this with your Monitoring Officer.

Protecting your reputation and the reputation of the local authority

9. Interests

As a councillor:

9.1 I register and disclose my interests.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a register of interests of members of the authority .

You need to register your interests so that the public, local authority employees and fellow councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in **Table 1**, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from your Monitoring Officer.

10. Gifts and hospitality

As a councillor:

10.1 I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.

10.2 I register with the Monitoring Officer any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt.

10.3 I register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

In order to protect your position and the reputation of the local authority, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered. However, you do not need to register gifts and hospitality which are not related to your role as a councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a councillor. If you are unsure, do contact your Monitoring Officer for guidance.

Appendices

Appendix A – The Seven Principles of Public Life

The principles are:

Selflessness

Holders of public office should act solely in terms of the public interest.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Appendix B Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in “The Relevant

Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. Where you are the Chair of any committee and have a disclosable pecuniary interest on a matter to be considered by you or you are being consulted upon for an officer decision, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for the Vice Chair or someone else to deal with it.

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or wellbeing (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest

or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative or close associate; or
 - c. a financial interest or wellbeing of a body included under Other Registrable Interests as set out in **Table 2** you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter (referred to in paragraph 8 above) **affects** the financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. Chairperson of any committee and have another Registrable Interest or Non-Registrable Interest on a matter to be considered by you or you are being consulted upon for an officer decision, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for the Vice Chairperson or someone else to deal with it.

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.

<p>Sponsorship</p>	<p>Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
<p>Contracts</p>	<p>Any contract made between the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council</p> <p>—</p> <p>(a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.</p>

Land and Property	Any beneficial interest in land which is within the area of the council. ‘Land’ excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer
Corporate tenancies	Any tenancy where (to the councillor’s knowledge)— (a) the landlord is the council; and (b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.
Securities	Any beneficial interest in securities* of a body where— (a) that body (to the councillor’s knowledge) has a place of business or land in the area of the council; and (b) either— (i)) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/ her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

* ‘director’ includes a member of the committee of management of an industrial and provident society.

* ‘securities’ means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You must register as an Other Registrable Interest :

a) any unpaid directorships

b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority c) any body

(i) exercising functions of a public nature

(ii) directed to charitable purposes or

(iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

13.

Disley Parish Council Equality and Diversity Policy

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Our commitment

The council is committed to providing equal opportunities in employment and to avoiding unlawful discrimination.

This policy is intended to assist the council to put this commitment into practice. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment.

The law

It is unlawful to discriminate directly or indirectly in recruitment or employment because of age, disability, sex, gender reassignment, pregnancy, maternity, race (which includes colour, nationality, caste and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. These are known as "protected characteristics".

Discrimination after employment may also be unlawful, e.g. refusing to give a reference for a reason related to one of the protected characteristics.

The council will not discriminate against or harass a member of the public in the provision of services or goods. It is unlawful to fail to make reasonable adjustments to overcome barriers to using services caused by disability. The duty to make reasonable adjustments includes the removal, adaptation or alteration of physical features, if the physical features make it impossible or unreasonably difficult for disabled people to make use of services. In addition, service providers have an obligation to think ahead and address any barriers that may impede disabled people from accessing a service.

Types of unlawful discrimination

Direct discrimination is where a person is treated less favourably than another because of a protected characteristic.

In limited circumstances, employers can directly discriminate against an individual for a reason related to any of the protected characteristics where there is an occupational requirement. The occupational requirement must be crucial to the post and a proportionate means of achieving a legitimate aim.

Indirect discrimination is where a provision, criterion or practice is applied that is discriminatory in relation to individuals who have a relevant protected characteristic such that it would be to the detriment of people who share that protected characteristic compared with people who do not, and it cannot be shown to be a proportionate means of achieving a legitimate aim.

Harassment is where there is unwanted conduct, related to one of the protected characteristics (other than marriage and civil partnership, and pregnancy and maternity) that has the purpose or effect of violating a person's dignity; or creating an intimidating, hostile, degrading, humiliating or offensive environment. It does not matter whether or not this effect was intended by the person responsible for the conduct.

Associative discrimination is where an individual is directly discriminated against or harassed for association with another individual who has a protected characteristic.

Perceptive discrimination is where an individual is directly discriminated against or harassed based on a perception that they have a particular protected characteristic when they don't, in fact, have that protected characteristic.

Third-party harassment occurs where an employee is harassed and the harassment is related to a protected characteristic, by third parties.

Victimisation occurs where an employee is subjected to a detriment, such as being denied a training opportunity or a promotion because they made or supported a complaint or raised a grievance under the Equality Act 2010, or because they are suspected of doing so. However, an employee is not protected from victimisation if they acted maliciously or made or supported an untrue complaint.

Failure to make reasonable adjustments is where a physical feature or a provision, criterion or practice puts a disabled person at a substantial disadvantage compared with someone who does not have that protected characteristic and the employer has failed to make reasonable adjustments to enable the disabled person to overcome the disadvantage.

Equal opportunities in employment

The council will avoid unlawful discrimination in all aspects of employment including recruitment, promotion, opportunities for training, pay and benefits, discipline and selection for redundancy.

Recruitment

Person and job specifications will be limited to those requirements that are necessary for the effective performance of the job. Candidates for employment or promotion will be assessed objectively against the requirements for the job, taking account of any reasonable adjustments that may be required for candidates with a disability. Disability and personal or home commitments will not form the basis of employment decisions except where necessary.

Working practices

The council will consider any possible indirectly discriminatory effect of its standard working practices, including the number of hours to be worked, the times at which these are to be worked and the place at which work is to be done, when considering requests for variations to these standard working practices and will refuse such requests only if the council considers it has good reasons, unrelated to any protected characteristic, for doing so. The council will comply with its obligations in relation to statutory requests for contract variations. The council will also make reasonable adjustments to its standard working practices to overcome barriers caused by disability.

Equal opportunities monitoring

The council will monitor the ethnic, sex/gender and age composition of the existing workforce and of applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will consider and take any appropriate action to address any problems that may be identified as a result of the monitoring process.

The council treats personal data collected for reviewing equality and diversity in accordance with the data protection policy. Information about how data is used and the basis for processing is provided in the council's privacy notices.

Dignity at work

The council has a separate dignity at work policy concerning issues of bullying and harassment on any ground, and how complaints of this type will be dealt with.

People not employed by the council

The council will not discriminate unlawfully against those using or seeking to use the services provided by the council.

You should report any bullying or harassment by suppliers, visitors or others to the council who will take appropriate action.

Training and prevention

The council will raise awareness of equal opportunities to those likely to be involved in recruitment or other decision making where equal opportunities issues are likely to arise.

The council will raise awareness of all staff engaged to work at the council to help them understand their rights and responsibilities under the dignity at work policy and what they can do to help create a working environment free of bullying and harassment.

We will take active steps to try to prevent third-party harassment of staff. If any third-party harassment of staff occurs, we will take steps to remedy any complaints and to prevent it happening again. Action may include warning the harasser about their behaviour, banning them from our premises, reporting any criminal acts to the police, and sharing information with other branches of the business.

Your responsibilities

Every employee is required to assist the council to meet its commitment to provide equal opportunities in employment and avoid unlawful discrimination. Employees can be held personally liable as well as, or instead of, the council for any act of unlawful discrimination. Employees who commit serious acts of harassment may be guilty of a criminal offence.

Acts of discrimination, harassment, bullying or victimisation against employees or customers are disciplinary offences and will be dealt with under the council's disciplinary procedure. Discrimination, harassment, bullying or victimisation may constitute gross misconduct and could lead to dismissal without notice.

Grievances

If you consider that you may have been unlawfully discriminated against, you should use the council's grievance procedure to make a complaint. If your complaint involves bullying or harassment, the grievance procedure is modified as set out in the dignity at work policy.

The council will take any complaint seriously and will seek to resolve any grievance that it upholds. You will not be penalised for raising a grievance, even if your grievance is not upheld, unless your complaint is both untrue and made in bad faith.

Monitoring and review

This policy will be monitored periodically by the council to judge its effectiveness and will be updated in accordance with changes in the law. In particular, the council will monitor the treatment and outcomes of any complaints of harassment, sexual harassment or victimisation we receive to ensure that they are properly investigated and resolved, those who report or act as witnesses are not victimised, repeat offenders are dealt with appropriately, cultural clashes are identified and resolved and workforce training is targeted where needed; the ethnic and gender composition of the existing workforce and of

applicants for jobs (including promotion), and the number of people with disabilities within these groups, and will review its equal opportunities policy in accordance with the results shown by the monitoring . If changes are required, the council will implement them.

Information provided by job applicants and employees for monitoring purposes will be used only for these purposes and will be dealt with in accordance with relevant data protection legislation.

This is a non-contractual procedure which will be reviewed every three years.

Notes

This is an example policy that should be adjusted to reflect the procedures and policy of the council. It is important that any commitment made in the policy is applied in practice.

1. Green Book terms

The Green Book sets out practical principles that councils can adopt and acknowledges that local councils will need to select the appropriate measures to match their circumstances.

The guidance covers:

- Developing and action plan to establish and monitor progress
- Recruitment and Selection Procedures
- Training
- Pay, Grading and Conditions of Service
- Dealing with Harassment

Important notice

This is an example of an employment policy designed for a small council adhering to statutory minimum requirements and does not constitute legal advice. As with all policies it should be consistent with your terms and conditions of employment.

This document was commissioned by the National Association of Local Councils (NALC) in 2019 for the purpose of its member councils and county associations. Every effort has been made to ensure that the contents of this document are correct at time of publication. NALC cannot accept responsibility for errors, omissions and changes to information subsequent to publication.

14. COMMUNICATIONS REPORT

Date: 24th March 2026



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ITEM	ISSUES IDENTIFIED	ACTIONS	PRIORITY (1 urgent,5 low)
Usernames and passwords	<p>All usernames and passwords are currently at risk by:</p> <ul style="list-style-type: none"> The same password being used for certain accounts . No policy of changing passwords when people leave DPC risking continued use or at worst abuse of use. List held on a piece of paper in the safe not secure practice. 	<ul style="list-style-type: none"> All passwords to be changed and not repeated across any platform. <i>ACTIONED: Although the same password has been used for certain accounts, individual passwords have already been used for many accounts. 30% passwords have now been changed using Norton Password generator. This is ongoing and we expect all passwords to be unique within the next 4 weeks.</i> Users notified of their new password logins <i>ACTIONED: All users have a unique password/pin number.</i> Introduce a strict policy of passwords changing as and when a user changes or leaves and all remaining users notified of change. <i>ACTIONED: Leavers blocked and password spreadsheet password changed immediately.</i> Usernames and passwords to be held securely within our secure digital system by Clerk on a password protected spreadsheet and kept up to date. <i>ACTIONED This system is in place.</i> 	Priority 1
Disley News	<ul style="list-style-type: none"> Current costs to produce and distribute are approximately £1,600.00 per edition including distribution. There is an opportunity to reduce this cost and increase revenue opportunities to make it more cost effective to produce. Distribution carried out by St Mary's church volunteers and £250 is paid to the church to distribute. Production has been halted of this popular magazine due to staffing issues. We have an opportunity to review, refresh and relaunch Disley News in 2026. Currently the magazine is collated, and the printer lays out the magazine resulting in mixed 	<ul style="list-style-type: none"> Consider changing the format to A5 Refresh design and layout of magazine for a better reading experience, consistency and ease of production. <p>COST & PRODUCTION MANAGEMENT</p> <ul style="list-style-type: none"> Standardise pagination for every edition. Put in place set advertising guidelines and set costs. Introduce magazine sponsorship opportunities Bring production in house and put in place using digital platform CANVA to produce. Introduce a production deadline process and timeline for all future editions on an annual basis and add to new website. <i>Current production deadline process and timeline in place and will be reviewed in line with new production timelines.</i> Put print out to competitive tender and review annually 	Priority 3

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	<p>typeface sizes as articles are 'made to fit' to fill space.</p> <ul style="list-style-type: none"> Historically those advertisers who have paid for an advert, unable to send print ready artwork are able to get their adverts designed by our freelance marketing manager who manages DPC social and produces communication material. 	<ul style="list-style-type: none"> GDPR COMPLIANCE To confirm the data used for circulation via third party is GDPR compliant. 	
DPC Website	<p>The current DPC website is now out of date and for our website managers responsible for updating frustrating and clunky to use.</p> <p>It also holds a lot of old information, much of it, out of date which is not best practice.</p> <p>Other issues include:</p> <ul style="list-style-type: none"> Managed and updated with old version of WordPress Not SEO friendly Doesn't comply with current accessibility and Search Engine standards. Not user or navigation friendly <p>HOSTING Hosting is with 34SP and has been for many years.</p>	<p>New Website 2026:</p> <p>Sarah Allen, Parish Clerk, and I have begun collating a wish list to pull together a succinct and detailed brief. We have reviewed several Parish Council websites nationally to get ideas, put together necessary requirements as per our legal and public obligations and are drawing up a short list of potential web design and build companies to tender once brief is complete.</p> <p>Proposed Process:</p> <ol style="list-style-type: none"> The brief New domain purchase Invite 3 approved providers to tender Review proposals Approve provider and budget Content Collation Review hosting provider Management of design and build Sign off website Launch <p>There will be a time plan, and each stage will be presented to the Council for sign off and approval.</p> <p>EMAILS Currently and best practice is emails are hosted separately. When the new domain is purchased, we must put in a process of collation of all current, active emails, review any others that may be needed and organise a transition to the new domain emails.</p>	Priority 2
Freelance Marketing	We currently pay £500 a month for freelance, marketing and	To set up a central email for all communications regarding	Priority 3

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<p>Support</p>	<p>comms support for our social media, web updates, newsletter and monthly bulletin.</p> <p>Lauren Coop is experienced and continues to provide a great service to DPC.</p> <p>Following my one to one meeting earlier this year with Lauren, we both agree that a better structure and admin process for our all-communication channels is needed to ensure we:</p> <ul style="list-style-type: none"> - Reduce the number of emails and minimise duplication - Ensure we have an auditable process and best practice record keeping - Keep marketing and communications central, secure and accessible to those needing access only. - Strive to get the best out of both our social media and communications, increase engagement and connections with our target audience. 	<p>communication requests and communication related enquiries.</p> <p>ACTIONED: This has been set up and DPC now have a central email in preparation of the new comms process being implemented</p> <p>Set up secure, centralised file on share point which will contain files for each year, in which a separate file will be set up for each communication channel, by month etc.</p> <p>This administration process means that this is easier to manage and provides easy access direct to information needed quicker and is secure.</p> <p>Disley Parish Clerk has also set up SharePoint file for access, and this will be set up in detail from April and training given on its administration process to users and the new process informed to all councillors and external providers of content in a timely manner.</p> <p>SOCIAL MEDIA These are our most powerful mediums as communication channels to our audience.</p> <p>Facebook – Over 44% of UK population use Facebook on a daily basis. With a Disley and Newtown population estimated at c.4,600 we are well below par re our engagement, and we need to work hard to increase our followers and therefore engagement. Even presuming only 50% are on Facebook.</p> <p>Audience Growth has begun: End December 2025 we had 894 followers and in March 2026 we have reached 973. An increase of 79 in 3 months. This equals the number of additional followers we achieved across the whole 12 months of 2025.</p> <p>In the last 28 days our engagement on Facebook has increased by 123% This is a small but important start.</p> <p>DPC Instagram – Over 50% of the UK population use Instagram and it is predominantly used by a younger age demographic than</p>	
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		<p>Facebook. With 23.5% of our population aged 15-44 we are missing an important part of our audience engagement opportunities.</p> <p>Therefore, it's proposed to start using DPC Instagram which was set up in 2018 and never used. We can connect to Facebook via Meta for ease of management and communication and build our audience from the 17 we have currently to reach a younger and broader target audience to appeal to people outside of Disley as well as residents.</p> <p>USE OF DIGITAL TECHNOLOGY</p> <p>Firstly we should set up Marketing related DPC Accounts, so they are owned centrally under the central email account.</p> <p>As part of our communications, we must make use of digital technology available to make our social media get better traction and engagement and create easier creation and delivery. For example:</p> <p>Canva professional is only £180 per year, can create all our social media, newsletters print ready and is compatible and links to Mailchimp for example for email bulletin communications. <i>ACTIONED: This has been set up.</i></p> <p>Monthly e-Bulletin is sent via MailChimp regularly</p> <p>Buffer – is free for up to 3 social media channels, allows us to plan posts in advance where we can, such as events. It also allows us to post across both Facebook and Instagram with one click of a button. <i>ACTIONED: This has been set up.</i></p> <p>MONTHLY BULLETIN</p> <p><i>To review monthly bulletin for better readability, particularly on mobile devices. Providing guidelines to contributors.</i></p> <p><i>Change Mailchimp login to marketing@</i></p>	
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		<i>Confirm email lists management complies with GDPR</i>	
Communications policy and Guidelines	Currently we don't have a central communications policy and guidelines covering all internal users and external providers, This leaves us exposed and we must put one in place.	I propose this policy be produced and introduced for best practice, management and security.	Priority 1
General Communications	DPC pays for SharePoint and is severely underutilised. This is a great platform and more importantly centralises our internal communication capability and is secure.	We must undertake a programme of discussing with our IT provider costs and timeline of setting up and training users as a matter of priority.	Priority 2

15.

Photocopier – To approve a new lease for a replacement machine

- Current lease expired September 2023; machine is no longer meeting operational needs.
- A lease for a new machine has been negotiated at no additional cost following discussion with a reputable supplier. I am in the process of getting another two quotes.
- **Recommendation:** That the Clerk be given authority to enter a new lease with the company providing best value.